



SHERYL L. SPILLER  
Director

County of Los Angeles  
**DEPARTMENT OF PUBLIC SOCIAL SERVICES**  
12860 CROSSROADS PARKWAY SOUTH • CITY OF INDUSTRY, CALIFORNIA 91748  
Tel (562) 908-8400 • Fax (562) 695-4801

Board of Supervisors

GLORIA MOLINA  
First District

MARK RIDLEY-THOMAS  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

December 11, 2012

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

## ADOPTED

BOARD OF SUPERVISORS  
COUNTY OF LOS ANGELES

21 December 11, 2012

*Sachi A. Hamai*  
SACHI A. HAMAI  
EXECUTIVE OFFICER

Dear Supervisors:

**RECOMMENDATION TO EXTEND 39 CALWORKS GAIN/GROW/GR  
DOMESTIC VIOLENCE SUPPORTIVE SERVICES CONTRACTS AND  
24 DOMESTIC VIOLENCE SHELTER-BASED PROGRAM CONTRACTS  
(ALL DISTRICTS - 3 VOTES)**

### SUBJECT

The Department of Public Social Services (DPSS) seeks Board approval to extend 39 California Work Opportunity and Responsibility to Kids (CalWORKs) Greater Avenues for Independence (GAIN)/General Relief Opportunities for Work (GROW)/General Relief (GR) Domestic Violence Supportive Services (DVSS), and 24 Domestic Violence Shelter-Based Program (DVSBP) contracts for a period of six months, effective January 1, 2013 through June 30, 2013. The existing contracts are set to expire on December 31, 2012.

### **IT IS RECOMMENDED THAT THE BOARD:**

Delegate authority to the Director of DPSS or her designee, to execute amendments to the 39 DVSS contracts listed in Attachment A, through an amendment substantially similar to Attachment B. The amendments will extend the contract term for a period of six months effective January 1, 2013 through June 30, 2013, for the provision of DVSS in the five Los Angeles County Supervisorial Districts. Attachment A provides the estimated funding allocations for the six-month period for each of the 39 DVSS contracts. The overall six-month total contract cost for DVSS is \$6,297,566, funded by CalWORKs Single Allocation, CalFresh Employment and Training, and net County cost (NCC) funds.

Delegate authority to the Director of DPSS or her designee, to execute amendments to the 24 DVSBP contracts listed in Attachment C, through an amendment substantially similar to Attachment

D. The amendments will extend the contract term for a period of six months effective January 1, 2013 through June 30, 2013, for the provision of DVSBP services in the five Los Angeles County Supervisorial Districts. Attachment C provides the estimated funding allocations for the six-month period for each of the DVSBP contracts. The estimated six-month cost for these DVSBP contracts is \$1,023,528 funded by the Domestic Violence Special Fund.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will 1) enable DPSS to continue with the administration of contracts for the provision of case management and legal services, to CalWORKs participants and their minor children and GR/GROW participants who are victims of domestic violence, and 2) enable DPSS to continue with the administration of contracts for the provision of Shelter-Based Program services that include temporary emergency shelter, and resource connections to victims of domestic violence.

The six-month contract extensions will allow the continued provision of DVSS and DVSBP services while also providing additional time for proposers to prepare and submit responses to the Request for Statement of Qualifications, which was released by the Department on October 9, 2012. The recommended action will assist the Department in ensuring that the solicitation is successfully completed with new contracts in place effective July 1, 2013.

### **Implementation of Strategic Plan Goals**

This recommendation is consistent with the principles of the Countywide Strategic Plan, Goal 1: Operational Effectiveness: Maximize the effectiveness of processes, structure and operations to support timely delivery of customer-oriented and efficient public services.

### **FISCAL IMPACT/FINANCING**

Funding for these services is included in the Department's Fiscal Year (FY) 2012-13 Budget. The overall total estimated cost for the 39 DVSS contracts for the six-month period of January 1, 2013 through June 30, 2013 is \$6,297,566, of which \$6,177,116 will be funded through Single Allocation for the CalWORKs GAIN services with no NCC impact. The estimated GROW portion will be \$90,337, of which \$41,013 is funded with CalFresh Employment and Training funds and \$49,324 is NCC. The estimated GR portion will be \$30,113 which is 100 percent NCC. The total NCC impact is \$79,437.

The total estimated cost for the 24 DVSBP contracts for the six-month period of January 1, 2013 through June 30, 2013 is \$1,023,528. A special fee of \$23 per marriage license and one-third of fines collected from convicted batterers are deposited into the Domestic Violence Special Fund, which is used to finance the DVSBP. There is no NCC impact to the County, as DVSBP is fully funded from the Domestic Violence Special Fund.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The DVSS contracts provide case management and legal services to CalWORKs and GROW/GR participants. The program allows for the provision of services that include, but are not limited to, crisis intervention, counseling, therapy, education, shelter, and legal assistance services. The

services assist participants to attain safety, stability, and self-sufficiency.

The DVSBP provides a 24-hour crisis hotline, 24-hour emergency shelter, food, clothing, transportation, psychological support, peer counseling, and referrals to community resources to assist victims of domestic violence needed for their safety and survival.

Through these recommended actions, the Director of DPSS may execute amendments to the DVSS and DVSBP contracts to extend the current term for six months so that services will continue without interruption. A copy of all amendments will be provided to the Chief Executive Office (CEO) within ten days of execution.

The form amendments to extend these contracts are in compliance with all Board and CEO requirements and have been approved as to form by County Counsel. The contractors are in compliance with all Board, CEO and County Counsel requirements.

### **CONTRACTING PROCESS**

The current contracts were awarded in 2008 as a result of solicitations performed by the Department of Community and Senior Services. Administrative responsibility for the contracts was transferred to DPSS in 2009. California Department of Social Services has approved the extension of DVSS contracts for an additional six months. No State approval is required to extend the DVSBP contracts.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Approval of the recommended actions will enable DPSS to provide beneficial services to victims of domestic violence and their children. These services enable them to overcome barriers and move towards self-sufficiency.

### **CONCLUSION**

The Executive Officer, Board of Supervisors, is requested to return one adopted stamped Board letter to the Department of Public Social Services.

The Honorable Board of Supervisors

12/11/2012

Page 4

Respectfully submitted,

A handwritten signature in black ink, reading "Sheryl L. Spiller". The signature is written in a cursive, flowing style.

SHERYL L. SPILLER

Director

SLS:rml

Enclosures

c: Chief Executive Officer  
County Counsel  
Executive Officer, Board of Supervisors  
Deputy Chief Executive Officer

**CalWORKs/ GAIN/GROW/GR DOMESTIC VIOLENCE SUPPORTIVE SERVICES PROGRAM  
JANUARY 1, 2013 THROUGH JUNE 30, 2013 FUNDING ALLOCATION**

**FY 2012-13**

	<b>Contractor Name</b>	<b>Supervisory District</b>	<b>January 1- June 30, 2013 Contract Amounts</b>
1	Asian Pacific American Legal Center	1	\$ 53,859
2	Bienvenidos Children's Center	1	\$ 117,165
3	Community Counseling Services of Los Angeles	1	\$ 204,550
4	East Los Angeles Women's Center	1	\$ 108,098
5	House of Ruth, Inc.	1	\$ 194,576
6	Human Services Association	1	\$ 233,840
7	Los Angeles Center for Law and Justice	1	\$ 137,214
8	Southern California Alcohol and Drug Programs, Inc.	1	\$ 113,886
9	Legal Aid Foundation of Los Angeles	1,2,3,4	\$ 392,280
10	Neighborhood Legal Services of Los Angeles County	1,3,5	\$ 251,049
11	Foothill Family Service	1,5	\$ 213,135
12	Children's Institute	2	\$ 82,720
13	Harriet Buhai Center for Family Law	2	\$ 90,925
14	Jenesse Center, Inc.	2	\$ 307,073
15	Office Of Samoan Affairs	2	\$ 75,364
16	Project: Peacemakers, Inc.	2	\$ 181,145
17	Prototypes	2,3	\$ 423,215
18	1736 Family Crisis Center	2,4	\$ 595,106
19	Community Legal Services	2,4	\$ 226,103
20	Institute for Multicultural Counseling & Education Services, Inc. (IMCES)	2,5	\$ 307,620
21	Domestic Abuse Center	3	\$ 75,000
22	Haven Hills, Inc.	3	\$ 75,000
23	Jewish Family Service of Los Angeles	3	\$ 70,000
24	San Fernando Valley Community Mental Health Center, Inc.	3	\$ 150,000
25	Valley Women's Center	3	\$ 60,532
26	Cambodian Association of America	4	\$ 40,000
27	Center for the Pacific Asian Family	4	\$ 60,462
28	Helpline Youth Counseling, Inc.	4	\$ 63,000
29	Interval House	4	\$ 56,025
30	National Council on Alcohol and Drug Dependency-Long Beach	4	\$ 126,000
31	Rainbow Services, Ltd.	4	\$ 81,000
32	South Asian Helpline & Referral Agency (SAHARA)	4	\$ 40,000
33	Su Casa Domestic Abuse Network	4	\$ 72,457
34	WomenShelter of Long Beach	4	\$ 193,950
35	Antelope Valley Domestic Violence Council	5	\$ 272,216
36	Child & Family Center	5	\$ 75,000
37	Santa Anita Family Service	5	\$ 128,355
38	YWCA of Glendale	5	\$ 167,756
39	YWCA San Gabriel Valley-WINGS	5	\$ 181,894
<b>Total Funding Allocation</b>			<b>\$ 6,297,566</b>

**CONTRACT FOR THE CALWORKS GAIN/GROW/GR DOMESTIC VIOLENCE  
SUPPORTIVE SERVICES PROGRAM**

**AMENDMENT NUMBER FIVE**

THIS AMENDMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2012, by

and between

COUNTY OF LOS ANGELES  
(hereafter "COUNTY")

and

CONTRACTOR/AGENCY NAME  
(hereafter "CONTRACTOR")

Business Address:  
Number and Street  
City, CA XXXXX

**WHEREAS**, reference is made to the document entitled "CALWORKS GAIN/GROW/GR DOMESTIC VIOLENCE SUPPORTIVE SERVICES PROGRAM" entered into between the County of Los Angeles, ("COUNTY"), and «**Agency Name**» ("CONTRACTOR") commenced on July 1, 2008, and further identified as Contract No. «**Contract Number**», and any amendments thereto, hereinafter collectively referred to as "Contract."

**WHEREAS**, COUNTY has determined that CONTRACTOR'S performance has been satisfactory, that the need for services continues to exist, and that funding for such services is currently available; and

**WHEREAS**, COUNTY and CONTRACTOR desire to extend this Contract for an additional six-month period from January 1, 2013 through June 30, 2013, and to amend this Contract in accordance with the terms and conditions as set forth below:

NOW, THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

1. This Amendment shall commence and be effective upon execution.
2. Contract, Part 1, UNIQUE TERMS AND CONDITIONS, Section 3.0, Term and Termination, Subsection 3.1 is deleted in its entirety and replaced as follows:
  - 3.1 The term of this Contract shall be from July 1, 2008 through June 30, 2013, unless terminated earlier, by whole or in part, as provided in this Contract.
3. Contract, Part 1, UNIQUE TERMS AND CONDITIONS, Section 4.0, Contract Sum, is amended to add Subsection 4.3.3 as follows:

- 4.3.3 The Maximum Contract Sum for the period from January 1, 2013 through June 30, 2013 is \$\_\_\_\_\_ as outlined in Exhibit B-5, Statement of Work – Case Management Component, Exhibit B-6, Statement of Work – Legal Services Component and in Exhibit C-4, Budget for January 1, 2013 – June 30, 2013. The Contractor shall not be entitled to payment or reimbursement for any tasks or services performed, nor for any incidental or administrative expenses whatsoever incurred in or incidental to performance hereunder, except as specified herein.
4. Exhibit B, STATEMENT OF WORK is modified to add Exhibits B-5, Statement of Work – Case Management Component and B-6, Statement of Work – Legal Services Component, attached hereto and incorporated herein by reference.
5. Exhibit C, BUDGET, is modified to add Exhibit C-4, Budget for January 1, 2013 – June 30, 2013, attached hereto and incorporated herein by reference.
6. Except for the changes set forth hereinabove, Contract shall not be changed in any respect by this Amendment.

///

///

///

///

///

///

///

///

///

///

///

///

///

///

///

///

///

**IN WITNESS WHEREOF**, the CONTRACTOR has executed this Amendment Number Five to Contract Number XXXXXXXX and the County of Los Angeles, by the Director of the Department Public Social Services, has caused this Amendment Number Five to be executed on behalf of the Board of Supervisors.

The persons signing on behalf of the CONTRACTOR warrant under penalty of perjury that he or she is authorized to bind CONTRACTOR.

**COUNTY OF LOS ANGELES**

By: \_\_\_\_\_  
Sheryl L. Spiller, Director  
Department of Public Social Services  
County of Los Angeles

\_\_\_\_\_  
Date

**CONTRACTOR**

\_\_\_\_\_  
Contractor's Name (Print or Type)

By: \_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

Name \_\_\_\_\_  
(Print or Type)

Title \_\_\_\_\_  
(Print or Type)

By: \_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

Name \_\_\_\_\_  
(Print or Type)

Title \_\_\_\_\_  
(Print or Type)

APPROVED AS TO FORM:

BY THE OFFICE OF COUNTY COUNSEL  
JOHN F. KRATTLI, COUNTY COUNSEL

By \_\_\_\_\_  
Melinda White-Svec  
Deputy County Counsel

\_\_\_\_\_  
Date



## Domestic Violence Shelter-Based Programs

Funding for January 1, 2013 through June 30, 2013

	CONTRACT NAME	Supervisory District	CONTRACT AMOUNT	CONTRACT TYPE
1	1736 Family Crisis Center	4	\$ 42,647	DVSBP
2	1736 Family Crisis Center	4	\$ 42,647	DVSBP
3	1736 Family Crisis Center	2	\$ 42,647	DVSBP
4	1736 Family Crisis Center	2	\$ 42,647	DVSBP
5	Antelope Valley DV Council	5	\$ 42,647	DVSBP
6	Center for the Pacific Asian Family, Inc.	4	\$ 42,647	DVSBP
7	Center for the Pacific Asian Family, Inc.	4	\$ 42,647	DVSBP
8	DV Center of Santa Clarita Valley	5	\$ 42,647	DVSBP
9	Haven Hills, Inc.	3	\$ 42,647	DVSBP
10	House of Ruth, Inc.	1	\$ 42,647	DVSBP
11	House of Ruth, Inc.	1	\$ 42,647	DVSBP
12	Interval House	4	\$ 42,647	DVSBP
13	Jenesse Center	2	\$ 42,647	DVSBP
14	Jewish Family Service of Los Angeles	3	\$ 42,647	DVSBP
15	Ocean Park Community Center	3	\$ 42,647	DVSBP
16	Rainbow Services, Ltd.	4	\$ 42,647	DVSBP
17	Rainbow Services, Ltd.	4	\$ 42,647	DVSBP
18	South Asian Helpline & Referral Agency (Sahara)	4	\$ 42,647	DVSBP
19	Southern California Alcohol & Drug Programs, Inc. (S	4	\$ 42,647	DVSBP
20	Su Casa Ending Domestic Violence	4	\$ 42,647	DVSBP
21	Women Shelter of Long Beach	4	\$ 42,647	DVSBP
22	Women's and Children's Crisis Shelter	4	\$ 42,647	DVSBP
23	YWCA of Glendale	1	\$ 42,647	DVSBP
24	YWCA of San Gabriel Valley - WINGS	5	\$ 42,647	DVSBP
TOTAL			\$ 1,023,528	

## CONTRACT FOR DOMESTIC VIOLENCE SHELTER BASED PROGRAM SERVICES

### AMENDMENT NUMBER SIX

THIS AMENDMENT is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2012, by

and between

COUNTY OF LOS ANGELES  
(hereafter "COUNTY")

and

CONTRACTOR/AGENCY NAME  
(hereafter "CONTRACTOR")

**WHEREAS**, reference is made to the document entitled "County of Los Angeles Domestic Violence Shelter Based Program (DVSBP) Master Agreement" by and between the County of Los Angeles ("COUNTY"), and «**Agency Name**» ("CONTRACTOR") dated December 11, 2007, and further identified as Agreement No. «**Contract Number**», and any amendment thereto (all hereafter referred to as "Contract").

**WHEREAS**, through California Welfare & Institutions Code §18304, the County may establish a program to reduce the incidence of domestic violence in the county by establishing or funding domestic violence shelter-based programs that meet the requirements of Welfare & Institutions Code §18290, et seq.

**WHEREAS**, COUNTY and CONTRACTOR desire to extend this Contract for an additional six-month period from January 1, 2013 through June 30, 2013, and to amend this Contract in accordance with the terms and conditions as set forth below:

NOW, THEREFORE, THE PARTIES HERETO AGREE AS FOLLOWS:

1. This Amendment shall commence and be effective upon execution.
2. Contract, Part I, Unique Terms and Conditions, Section 3.0, Term and Termination, Subsection 3.1 is deleted in its entirety and replaced as follows:
  - 3.1 The term of this Contract shall commence on January 1, 2008 and shall continue through June 30, 2013, unless terminated earlier or extended, in whole or in part, as provided in the Contract.
3. Contract, Part I, Unique Terms and Conditions, Section 4.0, Work, Subsection 4.1 is deleted in its entirety and replaced with the following paragraph:
  - 4.1 Pursuant to the provisions of this Contract, between January 1, 2008 through June 30, 2013, the CONTRACTOR shall perform all necessary activities involved in the operation of a domestic violence shelter based program as set forth in this Contract, Exhibit A, Mandated Program

Requirements, and in Exhibit B, Exhibit B-2, Exhibit B-3, Exhibit B-4, Exhibit, B-5, Exhibit B-6, and Exhibit B-7, Statement of Work.

4. Contract, Part I, Unique Terms and Conditions, Section 5.0, Contract Sum, Subsection 5.1, Paragraph 5.1.1 is added to read as follows:

5.1.1 During the period of January 1, 2013 through June 30, 2013, COUNTY shall compensate CONTRACTOR for supplying the services set forth in the Exhibit A, Mandated Program Requirements and Exhibits B through B-7 at the maximum not-to-exceed amount set forth in Contract, Part I, Subsection 5.3.6.

5. Contract, Part I, Unique Terms and Conditions, Section 5.0, Contract Sum, Subsection 5.3, Paragraph 5.3.6 is added as follows:

5.3.6 Between January 1, 2013 through June 30, 2013 the maximum not-to-exceed semi-annual amount shall be \$42,647. The Contractor shall not be entitled to payment or reimbursement for any tasks or services performed, nor for any incidental or administrative expenses whatsoever incurred in or incidental to performance hereunder, except as specified herein.

6. Contract, Part I, Unique Terms and Conditions, Section 5.0, Contract Sum, Subsection 5.8 is added as follows:

5.8 The Contract Budget shall provide a general description of how funds will be used. CONTRACTOR has prepared and submitted to the COUNTY budgets which provide a general description of how the funds will be used for the period January 1, 2013 through June 30, 2013, marked as Exhibit C-7, Budget, attached hereto and incorporated in by reference. CONTRACTOR represents and warrants that Exhibit C-7, Budget, is true and correct in all respects. In the event the Maximum Annual Contract Sum for this Contract period is increased or decreased pursuant to Part II, Section 4.0, Change Notice and Amendments, CONTRACTOR shall prepare and submit an amended Budget, for this period of time, in accordance with this Section.

7. Contract, Part I, Unique Terms and Conditions, Section 7.0, Invoices and Payments, Subsection 7.2 is modified to add the following sentence:

7.2 For the period of January 1, 2013 through June 30, 2013, CONTRACTOR's invoices shall be priced in accordance with Exhibit B-7, Statement of Work, and Exhibit C-7, Budget.

8. Exhibit B-7, Statement of Work, reflects the period of January 1, 2013 through June 30, 2013. Exhibit B-7, Statement of Work, is attached hereto and incorporated into the Contract by reference.
9. Exhibit C-7, Budget, reflects the period of January 1, 2013 through June 30, 2013. Exhibit C-7, Budget, is attached hereto and incorporated into the Contract by reference.

**All other terms and conditions of the Contract shall remain in full force and effect.**

[illegible]

**IN WITNESS WHEREOF**, the Board of Supervisors of the County of Los Angeles has caused this Amendment Number Six to the Domestic Violence Shelter Based Program Contract Number «**Contract Number**» to be subscribed on its behalf by the Director of the Department Public Social Services and the CONTRACTOR has subscribed the same through its authorized officer, as of \_\_\_\_\_ day of \_\_\_\_\_ 2012.

The person(s) signing on behalf of the CONTRACTOR warrant under penalty of perjury that he or she is authorized to bind CONTRACTOR.

**COUNTY OF LOS ANGELES**

By: \_\_\_\_\_  
Sheryl L. Spiller, Director  
Department of Public Social Services  
County of Los Angeles  
Date \_\_\_\_\_

**«ADD CONTRACTOR NAME»**

By: \_\_\_\_\_  
Authorized Signature  
Date \_\_\_\_\_

Name \_\_\_\_\_  
(Print or Type)

Title \_\_\_\_\_  
(Print or Type)

By: \_\_\_\_\_  
Authorized Signature  
Date \_\_\_\_\_

Name \_\_\_\_\_  
(Print or Type)

Title \_\_\_\_\_  
(Print or Type)

**APPROVED AS TO FORM:**

**BY THE OFFICE OF COUNTY COUNSEL**  
JOHN F. KRATTLI, COUNTY COUNSEL

By \_\_\_\_\_  
Melinda White-Svec  
Deputy County Counsel  
Date \_\_\_\_\_